

09/2016 JW



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**STATE OF DELAWARE
BOARD OF ARCHITECTS**

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PUBLIC MEETING MINUTES:	BOARD OF ARCHITECTS
MEETING DATE AND TIME:	Wednesday, September 7, 2016 at 1:30 p.m.
PLACE:	Division of Professional Regulation 861 Silver Lake Blvd., Conference Room B Cannon Bldg., Dover, Delaware 19904
MINUTES FOR APPROVAL:	October 5, 2016

MEMBERS PRESENT

Kevin Wilson, Professional Member, President
Robert Maffia, Professional Member
Daniel Ridgely, Professional Member
Todd Breck, Professional Member
Rosemarie Vanderhoogt, Public Member

MEMBERS ABSENT

Paul Guggenberger, Professional Member, Secretary
Elizabeth Happoldt, Public Member
Donnell McNair, Public Member
Phillip Winder, Public Member

DIVISION STAFF/DEPUTY ATTORNEY GENERAL PRESENT

Jennifer Singh, Deputy Attorney General
Jennifer Witte, Administrative Specialist II
Mary Melvin, Administrative Specialist II

OTHERS PRESENT

Nancy Payne

CALL TO ORDER

Mr. Wilson called the meeting to order at 1:34 p.m.

REVIEW OF MINUTES

Mr. Maffia stated that per the last meeting it was decided that the listing of complaints be placed back the monthly agendas. Ms. Witte advised that there are no outstanding complaints so there was nothing placed on the agenda. It was decided that regardless of the lack of complaints that it still be an item listed on the agenda.

A motion was made by Mr. Maffia, seconded by Mr. Breck, to approve the minutes from the July 6, 2016 meeting as presented. The motion was unanimously carried.

UNFINISHED BUSINESS

Conduct Deliberations from Public Hearing Regarding Proposed Amendments to Board's Rules and Regulations

Ms. Singh stated there have been no public comments resulting from the July 6, 2016 public hearing regarding the proposed regulatory overhaul seeking to bring the regulations into conformity with current law and remove outdated and inconsistent provisions. There were no public comments. A motion was made by Mr. Breck, seconded by Mr. Ridgely, to approve the proposed amendments to the Board's rules and regulations. The motion was unanimously carried. The Board signed the final order.

Discussion of the JAC Handbook

Due to a miscommunication, the Board's modifications to the JAC Handbook have not been viewed by the JAC for a response. Ms. Witte will email the members of the JAC the May 4, 2016 revision, with responses to be directed to her attention for review by the Board at the next scheduled meeting in October.

NEW BUSINESS

Review of Examination Applications

After review, a motion was made by Mr. Breck, seconded by Ms. Vanderhoogt, to approve the application of Thomas Watts to sit for the examination. The motion was unanimously carried.

Ratification of Reciprocity Applications – NCARB Certificate

A motion was made by Mr. Breck, seconded by Mr. Ridgely, to approve the ratified architect applications of Randy Falk, John Burke, Serena Wray, Stanley Heal, Bogue Ebbrecht, Kenneth Nadolski, Sarah Gaughan, Matthew Rossetti, Mary Carroll, Timothy Casey and Robert Jacobsen. The motion was unanimously carried.

Ratification of Certificate of Authorization Applications

A motion was made by Mr. Breck, seconded by Mr. Ridgely, to approve the ratified Certificate of Authorization applications of Hixson Incorporated, Dunning Group Architects, CPH Professional Services Corporation, Lenity Architecture, Inc., Goody, Clancy & Associates, Inc. and K2M Design, Inc. The motion was unanimously carried.

Review of Reapplications

After review, a motion was made by Mr. Breck, seconded by Ms. Vanderhoogt, to approve the reapplication of Lonny Rossman. The motion was unanimously carried.

Ms. Singh stated that with changes that have been made to the rules and regulations, the Board will need to review the number of continuing education hours required for reapplication as well as make updates to the current application at the October meeting.

Review of Direct Applications

After review, a motion was made by Mr. Maffia, seconded by Mr. Breck, to approve the direct application of Christopher Collins. The motion was unanimously carried.

CORRESPONDENCE

There was no correspondence.

OTHER BUSINESS BEFORE THE BOARD

Mr. Breck stated that he was asked a question from an outside source pertaining to Del. C. 303 (c)(2) but wanted to first confer with the Board's attorney. Ms. Singh stated that the Board cannot offer an advisory opinion, but suggested that if Mr. Breck was going to respond to the question that he cites the entire provision in the statute as well as the scope of practice of an architect.

Mr. Wilson advised that the NCARB Region 2 Annual Board Meeting will be held September 22 – 24, 2016 and if anyone had any questions that they would like addressed to please get them to him as soon as possible.

In addition, Mr. Wilson and Ms. Witte have been invited to NCARB's 2016 Member Board Chairs/Member Board Executives Summit in Columbus, Ohio October 27 -29, 2016. Topics under consideration include the challenges created by Board structure, tension points with other professions and NCARB's role regarding education continuum.

PUBLIC COMMENT

There was no public comment.

NEXT MEETING

The next meeting will be October 5, 2016 at 1:30 p.m. in Conference Room B.

ADJOURNMENT

There being no further business, a motion was made by Mr. Breck, seconded by Mr. Maffia, to adjourn the meeting at 2:40 p.m. The motion unanimously carried.

Respectfully submitted,

Jennifer L. Witte

Administrative Specialist II